

Present: Paul Zakrzewski, Chairperson
Tracey Derbes, Member
Jack Pistorino, Deputy Assessor
Jodie Hurst, Recorder
Absent: Michael Cunningham, Member

Tracey Derbes called the meeting to order at 7:05 pm.

The following documents were signed:

- Month-end for excise, real/personal property abatements, exemptions
- Monthly excise
- Real estate exemption applications and certificates

Prior minutes:

VOTED: Motion by Tracey Derbes, seconded by Paul Zakrzewski to approve the August 1, 2013 minutes. Unanimous vote in favor.

The overlay was given to the Board. The Deputy Assessor and Paul Zakrzewski will schedule a time to go over the details and see if it is feasible to add a line which indicates potential ATB liability.

The ATB caseload was briefly discussed.

The Deputy Assessor gave a brief discussion on 'expansion land.' He indicated that a lot with sub-dividable acreage would be considered expansion land; while a lot with a building on it would consider the 'building to land' ratio and the extra acreage would be considered excess land. Expansion land only applies to commercial properties and is also tied with zoning regulations. The Deputy Assessor discussed a few examples and indicated that these terms have appeared on property records cards as far back as 1998.

The Deputy Assessor indicated that the FY 14 interim year adjustments will start towards the end of September. The full and fair cash value percentage was discussed. The Deputy Assessor reiterated that sales analysis for the interim year adjustments are calculated using the qualified sales from the last full calendar year (which would be 2012). The nine-year cyclical inspections are ongoing.

VOTED: Motion by Tracey Derbes, seconded by Paul Zakrzewski to adjourn the meeting. Unanimous vote in favor of adjourning.

The meeting ended at 7:35pm.

Board of Assessors
Minutes Exhibit list

Date of Meeting: September 5, 2013

Item #	Description	Availability/Location
1	Agenda	Assessors Office
2	Prior Minutes: 5/29/13, 8/1/2013	Assessors Office/Library (after approval)
3	June Overlay	Assessors Office
4	2010 Land narrative	Assessors Office
5	FY 13 Commercial narrative	Assessors Office
6	FY13 commercial neighborhood notes	Assessors Office